

CASS COUNTY LAND DEVELOPMENT

If you plan to develop a parcel of land in Cass County here is a list of permits you may need:

1. **___ ZONING PERMIT – Check with township/village/city for any fees.**
Check with the township/village to see if your parcel(s) can be developed as you planned.
2. **___ SPLIT APPROVAL/PARCEL OWNERSHIP - Check with township/village/city for any fees.**
If your parcel will be the result of a property split, you will need township/village/city split approval before you can obtain an address or proceed with your planned development. Check with them for an application.
3. **___ DRAIN CROSSING PERMIT – Fee \$150**
Issued by the Cass County Drain Commissioner – Room 215, Cass County Courthouse, 120 N Broadway, Cassopolis MI 49031. (269) 445-4428. If your development requires you to cross a county drain a permit is needed.
4. **___ DRIVEWAY PERMIT – Fee / \$50 Residential / \$100 Commercial**
Issued by the Cass County Road Commission – 340 N O’Keefe, Cassopolis, MI 49031 (269) 445-8611 if your driveway will be located on a county road. Issued by the Michigan Department of Transportation (MDOT) if your driveway will be located on a state highway (see map located in General Information for contact information). A driveway permit is not needed if your driveway will be located on a private road.
5. **___ ADDRESS – Fee \$100**
Issued by Cass County Treasurer’s Office – Room 113, Cass County Courthouse, 120 N Broadway, Cassopolis MI 49031 (269) 445-4447. Required for all new homes and businesses in the county. Also required for obtaining utility services.
Note – Obtaining an address does not constitute the approval to either split land or improve it through construction or otherwise.
6. **___ SOIL EROSION AND SEDIMENTATION CONTROL PERMIT – Fees vary depending on earth change type.**
Issued by Cass County Conservation District – 1127 E. State St Cassopolis MI 49031 (269) 445-8641 Ext.5. Required when any soil is disturbed during development within 500’ of a body of water in the State of Michigan (lake, pond, stream, river, creek, wetland, drain, etc). Also required if earth disturbance is more than one acre in size.
7. **___ BUILDING PERMITS/INSPECTIONS**
___ ELECTRICAL PERMITS/INSPECTIONS
___ PLUMBING PERMITS/INSPECTIONS
___ MECHANICAL PERMITS/INSPECTIONS
Check with township/village/city for any fees.
Issued by the township/village/city/state. An assigned address will be needed to obtain these permits/inspections.
8. **___ WELL PERMIT - \$125 Residential / Check with Health Department for Commercial Fee**
Issued by the Van Buren/Cass District Public Health Department – 302 S. Front St Dowagiac MI 49047 (269) 782-0064. This permit is required for the installation of a private or Type III water supply.
9. **___ SEPTIC SYSTEM PERMIT - \$80 Residential / \$120 Commercial (under 2000 gallons)**
Issued by the Van Buren/Cass District Public Health Department – 302 S. Front St Dowagiac MI 49047 (269) 782-0064. The Health Department requires that the owner call MISS DIG and that the utilities are located and marked before any site evaluation that involves disturbing the ground can be made.
10. **___ HOMESTEAD EXEMPTION OR RECIND AFFIDAVITS**
These forms should be filed with the appropriate Township Assessor if the owner chooses to claim a parcel as their primary residence and be eligible for the school tax exemption.

For additional information contact Cass County Treasurer’s Office – Room 113, Cass County Courthouse, 120 N Broadway, Cassopolis MI 49031 (269) 445-4447.